



## Bi-Annual Board Election

### OPEN CALL FOR NOMINATIONS - 2018

**2018 - 2020 Executive Board Term Starts July 1st. Voting will be held at the Summer Education Conference.**

Leadership in ADOMA is a rewarding place for members to sharpen business and leadership skills and connect with industry peers. Nominate yourself or a business associate!

**CRITERIA:** Candidates must be a current member of the association and the president nominee must represent a dealership.

Submit Nominees Name, Company, and Board Experience to: [Jackie Baker at jbaker@kirbyautogroup.com](mailto:Jackie.Baker@kirbyautogroup.com)

#### **EXECUTIVE BOARD POSITIONS:**

**PRESIDENT** - The President is responsible for providing leadership and long range planning for the association. Oversees and ensures that the board and committee/chairs adhere to the mission and objectives of the association. President leads all board meetings and planning meetings. Additional duties: executive decision-maker; organizational policies and procedures; and contributes information to the association newsletter. Average time required monthly: 5 - 6 hrs.

Nominees: \_\_\_\_\_

**VICE PRESIDENT** - Perform duties of the President in the absence of the President. Assists President in overseeing and ensuring that committees/chairs achieve their objectives. Spearhead the scholarship program and special projects. Attend all board meetings and serves on the Executive Committee. Average time required monthly: 3 - 5 hrs.

Nominees: \_\_\_\_\_

**SECRETARY** - Record, publish and circulate meeting minutes of the previous meeting in a timely manner. Create and maintain board book. Attend all board meetings and serves on the Executive Committee. Average time required monthly: 3 - 5 hrs.

Nominees: \_\_\_\_\_

**TREASURER** - Work with the Association Office to develop the association budget and oversees financial reports provided by contracted bookkeeper. Reviews bank balances periodically and makes cash management recommendations. Insures that annual tax return is prepared and filed in a timely manner. Attend all board meetings and serves on the Executive Committee. Average time required monthly: 3 - 4 hrs.

Nominees: \_\_\_\_\_

#### **DIRECTOR AT-LARGE POSITIONS:**

**DIRECTOR / Education Conference(s)** - Connect first with the industry movers and shakers in the industry. The Director reports to the President and is responsible to work in junction with the Executive Board to schedule and coordinate the Educational and Mini Conferences. Works with the Chapters Boards to promote the conference at chapter meetings. Attend all board meetings and serves on the Executive Committee. Average time required monthly: 3 - 5 hrs.

Nominees: \_\_\_\_\_

**DIRECTOR / Membership** - The Director is responsible for developing a committee; coordinating membership recruitment drive; operating the luncheon membership table; and for coordinating follow-up to prospective members. Attend all board meetings and serves on the Executive Committee. Average time required monthly: 4 - 6 hrs.

Nominees: \_\_\_\_\_

**DEADLINE DATE EXTENDED:** Submit your nomination to Jackie Baker by [FRIDAY, JUNE 8, 2018](mailto:FRIDAY, JUNE 8, 2018).